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CONSTITUTION AND BY-LAWS
WALNUT GROVE BAPTIST CHURCH
FREDONIA, KENTUCKY

CONSTITUTION

PREAMBLE

We declare and establish this constitution for the preservation and security of the principles of our faith, and that this body may be governed in an orderly Christian manner. This constitution will preserve the liberties of each individual member of this church and the freedom of action of this body in its relation to other churches.

ARTICLE I

NAME

This body of believers shall be known as the Walnut Grove Missionary Baptist Church, meeting at Route one, (#1) Fredonia, Kentucky 42411, affiliated with the Caldwell-Lyon Baptist Association, The Kentucky Baptist Convention and The Southern Baptist Convention.

ARTICLE II

OBJECTIVES

To be a dynamic spiritual organism empowered by the Holy Spirit to share Christ with as many people as possible in our church, community and through-out the world.

To be a worshiping fellowship, experiencing an awareness of God, recognizing His person, and responding in obedience to His leadership.

To help people experience a growing Knowledge of God and man.

To experience an increasingly meaningful fellowship with God and fellow believers.

To be a church that ministers unselfishly to persons in the community and world in Jesus' name.

To be a church whose purpose is to be Christ like in our daily living by emphasizing total commitment of life, personality, and possessions to the Lordship of Christ.

ARTICLE III

STATEMENT OF FAITH

We believe in the Lordship of Christ as the eternal Son of God, Redeemer, Savior, who was born of the virgin Mary by the Holy Spirit; who died on Calvary's cross for the believers sin and also sins of the whole world; and who arose from the dead, ascended into heaven, and now reigns from the right hand of the Father until He shall come again.

We believe that without the shedding of blood there is no remission of sin.

We believe the Bible to be the inspired written Word of God and is our supreme and sufficient source of authority for faith and practice. We believe both Old and New Testament are verbally inspired by God and are without error in the original writings.

Salvation is the gift of God's grace and is received when one repents of sin and places their faith and trust in Christ Jesus as Lord and Savior.

Church membership is available to those who give evidence of repentance and faith publicly and who submit to baptism by immersion.

We believe that the only baptism in the New Testament is that administered to those who have consciously responded to the Gospel in repentance and faith and which is performed through immersion.

We believe that Baptism and the Lord's Supper are the only ordinances in the New Testament and are symbols and as such do not have any saving value.

We believe that Baptism and the Lord's Supper are church ordinances and as such only the church has authority to administer them.

We believe that every individual is responsible for choosing his eternal destiny and is free to make such choice. No person is predestined to eternal life or eternal death without their own choosing.

We believe that the local fellowship of baptized believers is autonomous, or self-governing and self-determining and therefore we recognize no authoritative body outside the local congregation.

We will not participate in national and international bodies made up of different denominations unless the particular program or issue is approved by the congregation on the basis of the particular issue involved.

We believe in the separation of Church and State which we interpret to mean a Free Church and a Free State. In operation this belief means that neither church nor state should regulate the functions of the other. It is understood that as long as the church is in the state, it shall be subject to those laws which are not related to religious affairs and that the church will continually attempt to lift the moral level of government by Christian example.

ARTICLE IV

GOVERNMENT

The government of this church shall be vested in the body of believers who compose its membership. This government shall be under the direction of the Lord Jesus Christ who is the head of the church in all things. It shall be subject to the authority of no other ecclesiastical body, and shall be independent in form and the right of administration shall be in the body, subject always to the leadership and will of Jesus Christ. So far as may be consistent with the principles and teachings of the Word of God. This church shall cooperate and have representation in the denominational causes and

organizations among Southern Baptist, including the Southern Baptist Convention, The Kentucky Baptist Convention, The Caldwell-Lyon Baptist Association and other affiliated causes and auxiliaries. Messengers allowed our church to any of the above mentioned bodies may be elected by the church at any business meeting.

ARTICLE V

CHURCH COVENANT

Having been led, as we believe by the spirit of God, to receive the Lord Jesus Christ as our Saviour and Lord and, on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now, in the presence of God, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.

We engage, therefore, by the aid of the Holy Spirit to walk together in Christian love; to strive for the advancement of this church, in knowledge, holiness, and comfort; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline, and doctrine; to contribute cheerfully and regularly to the support of the ministry, the expense of the church, and relief of the poor, the spread of the gospel through all nations.

We also engage to maintain family and secret devotions; to religiously educate our children; to seek the salvation of our kindred and acquaintances; to walk circumspectly in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; to avoid all tattling; backbiting, and excessive anger; to abstain from the sale of, and use of intoxicating drinks as a beverage; to be zealous in our efforts to advance the kingdom of our Saviour.

We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and Christian courtesy in speech; to be slow to take offense, but always ready for reconciliation and mindful to the rules of our Saviour to secure it without delay.

We moreover engage that when we remove from this place we will, as soon as possible, unite with some other church where we can carry out the spirit of this covenant and the principles of God's Word.

BY-LAWS

ARTICLE I

MEMBERSHIP

Section 1 : General

The membership reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

Section 2: Candidacy

Any person may offer himself as a candidate for membership in this church. All such candidates shall be presented to the church in any regular church service for membership in any of the following ways:

- (1) As a candidate for baptism upon profession of faith in the Lord Jesus Christ after due examination and counsel by the pastor and/or deacons as to their Christian experience.
- (2) By promise of a letter of recommendation from another Baptist church of like faith and order. Such candidates for membership are immediately taken under the watch and care of the church and upon receipt of a church letter receive all rights and privileges of membership.
- (3) Upon a statement of prior conversion experience and baptism in a Baptist church of like faith and order when no letter is obtainable. Such candidates should be counseled by the pastor and/or deacons.
- (4) Any person coming from any church not of like faith and order or non-Baptist church must come by baptism upon profession of faith in Christ as Saviour and Lord, and shall be received as any candidate for baptism.

When any candidate shall present himself for membership in any of the mentioned ways, the pastor shall act in presenting such a candidate to the church for its official action. In the absence of the pastor the assistant moderator shall act in such matters, in case both pastor and assistant moderator are absent then this duty shall be vested in the chairman of deacons.

Should there be any dissent as to any candidate, such dissent shall be referred to a committee of deacons appointed by the pastor for investigation and the making of a recommendation to the church at the next regular business meeting, the church shall then act upon the report of the committee. The decision of the church shall be final, however a three fourths (3/4) majority vote of those church members present in business session and voting shall be required to elect such candidates to membership.

Section 3: Voting Rights of Members

Every member of the church is entitled to vote in all elections and on all questions to the church in conference, providing the member is present.

Section 4: Termination of Membership

Membership shall be terminated in the following ways:

- (1) By Death, the name of the deceased shall be removed by the church clerk automatically.
- (2) The name of members who have joined churches of other denominations shall be removed automatically by the church clerk, after verification.

- (3) Any member in good standing who desires a letter of recommendation to any other Baptist church of like faith and order is entitled to it upon request of that church.
- (4) By exclusion by action of this church. (see section 5: discipline)
- (5) At the request of the member in writing that the name be dropped from the church roll.

All memberships of this church terminated in any way does not mean those names shall be destroyed from our record books, but they shall be retained upon our records until our Lord Shall Return.

Letters of dismissal to unite with another Baptist church of like faith and order may be granted at any Wednesday night service or any regular business meeting.

Section 5: Discipline

Should a member become an offence to the church and to its good name by reason of immoral or unchristian conduct, or by persistent breach of his covenant vows, the church may terminate that persons membership in this body, but only after due notice and hearing, and after faithful efforts have been made to bring such member to repentance and amendment. A three fourth (3/4) majority vote of those members present and voting shall be required for such action.

The membership of no person shall be terminated (except by letter) at the meeting when the recommendation for such action is made.

Any person whose membership has been terminated for any condition which has made it necessary for the church to exclude that person may upon their request be restored to membership by a three fourths (3/4) majority vote of the church members present and voting upon evidence of his or her repentance and reformation. This shall apply to those that have requested their names be dropped from the church roll also.

ARTICLE II

CHURCH OFFICERS

Section 1: General

All church officers and teachers must be members of this church. The officers of this church shall be as follows:

Section 2: Pastor

A pastor shall be chosen and called by the church when a vacancy occurs in this office. His election shall take place in a meeting called for the purpose of which due notice shall have been given. A pulpit committee consisting of three (3) each of which shall be a member of this church, shall be elected by the church, or if the church so desires shall ask the present pastor to appoint this committee, to seek out a suitable pastor and their recommendation shall constitute a nomination, though any member has a privilege of making other recommendations to the committee. It shall be the duty of the pulpit committee to provide the prospective pastor with a copy of the constitution and by-laws, and he should be in harmony and agreement with them. 5

Election shall be by open ballot, an affirmative vote of a three fourths (3/4) majority of members present and voting being necessary for a choice. The pastor, thus elected and called, shall serve until the relationship is terminated by the request of the church or the pastor. If termination of pastorate is sought by either church or pastor, the other party is to be given a thirty-day advance notice. By mutual consent, the thirty-day notice may be dispensed with.

The pastor thus called shall have in charge the welfare and oversight of the church. He shall preside at all meetings of the church, except as herein provided. He shall be a member ex officio of all committees and auxiliary organizations.

Section 3: Pastor Qualifications

He shall be ordained or a candidate for ordination.

He shall meet all Biblical qualifications as set forth in I Timothy 3:1-7.

I Timothy 3:2, shall be interpreted by this church to mean that man who has had the misfortune of divorce, shall be disqualified as pastor on spiritual grounds.

He shall be affiliated with and sympathetic with the program of The Southern Baptist Convention and the doctrines, faith and practices of our church.

Section 4: Pastor Ordination

In no case will this church license or ordain a man to the gospel ministry who has two (2) living wives, as this church interprets I Timothy 3:2 to mean that a man is disqualified on spiritual grounds. Meaning one who has had the misfortune of divorce.

If a member feels that thru his life commitment that God is calling him to the gospel ministry and declares this in public worship at any of the regular worship services, then at that same meeting that the candidate surrenders he shall be licensed by action of the church. Should there be objections to his licensing then it shall be handled in the same manner as section two (2) candidacy under instructions in case of any dissent.

This church shall ordain a man to the gospel ministry only when the church calling him as pastor requests this church to do so.

Section 5: Pastor General Information

The pulpit committee shall also serve as a pulpit supply committee during the period the church is without a pastor.

All candidates for ordination shall be male members.

A pastors Job Description shall be drawn up and shall become a part of this by-laws as Section 6:

Section 6: Job Description for Pastor

ARTICLE III

DEACONS

Section 1: The number of Deacons shall be subject to the desire of the church.

Deacons shall at all times be men who are in good standing and full fellowship as members of this church. These men shall meet the requirements and qualifications as set forth in these by-laws and the New Testament.

Qualifications: A deacon shall be a male member at least twenty-five years old (25) and shall meet the basic requirements for a deacon as found in Acts 6:1-7, and I Timothy 3:8-13, and these are always to be held over and above the specific requirements for the deacons of this church.

- (1) A deacon shall be a man of moral integrity and spiritual maturity. I Timothy 3:2 shall be interpreted by this church to mean that any man who has been divorced shall be disqualified from the deaconship.
- (2) The business life of a deacon shall be in harmony with Christian principles.
- (3) A deacon should be able and willing to be regular in attendance at all services, business meetings and deacons' meetings, unless providentially hindered.
- (4) A deacon shall participate in the full teaching and training program of the church.
- (5) A deacon should be a good steward of his income, recognizing the tithe as the minimum of his giving, being in agreement with and participating in the financial program of the church.
- (6) A deacons' wife shall share in like manner in Christian consecration and church loyalty.

Section 2: Duties of Deacons

The deacons' shall meet monthly on a date agreed to by the deacons for the purpose of fellowship, spiritual matters of the church and items of concern common to the membership of this church. A record of this meeting shall be made and recommendations made to the church in conference if need arises. A quorum in the deacon meetings shall be those deacons present and so shall they constitute the body. The chairmanship of the deacons shall rotate on a yearly basis beginning with the eldest to the least or youngest.

- (1) They are to be zealous to guard the unity of the spirit within the church in the bonds of peace.
- (2) They shall serve as a council of advice in conference with the pastor in all matters pertaining to the welfare and work of the church.
- (3) They are to establish and maintain personal fraternal relations with, and inspiring oversight of, all of the membership of the church.
- (4) They shall assist the pastor in administering the ordinance of the Lord's Supper.
- (5) In no case will the deacons act for or in behalf of the church except by specific authorization from the church.
- (6) Deacons coming into fellowship of this church, having been previously, ordained in another Baptist church, of like

faith and order, shall not be considered as active deacons unless and until so elected by the church, and then only after they have been members of this church for at least one (1) year.

- (7) The deacons shall serve as a general pulpit committee; and in case of the absence of or inability of the pastor, subject to advice from the conference with him, they shall provide the pulpit supplies.
- (8) The deacons shall have access to a perpetual benevolence fund for those of the church or community, who from time to time may be in need. The amount is to be limited to seventy-five dollars (\$75.00) for any one occasion, this fund may be used as long as any two (2) deacons or pastor and one deacon or more agree as to the need, without prior approval of the church.
- (9) When the church determines a need for additional deacons a nominating committee shall consist of the pastor and active deacons shall screen all nominations as to their beliefs of our Baptist faith and practice before making nominations. This committee shall present a list of men who are qualified to the church, then the congregation shall vote for the men or men, by secret ballot, for the deaconship. The one, or ones receiving the largest number of votes, after indicating their willingness to serve, shall be set aside for ordination to deaconship in a meeting called for that purpose. They shall be ordained in a manner of ordaining pastors and deacons.
- (10) If at such time this church may desire to use a rotating system of deacons, at that time the by-laws for the rotating system shall be drawn up and shall become and constitute a part of this by-laws, and shall be known as section 3.

Section 3: Rotating Deaconship

Section 4: Moderator

The pastor shall serve as moderator. In the absence of the moderator, the assistant moderator shall preside; or in the absence of both, the clerk shall call the church to order and an acting moderator shall be elected. The assistant moderator shall be elected yearly when all general officers are elected.

Section 5: Church Clerk

The clerk and assistant clerk shall be elected annually at the July business meeting. He shall keep records of the proceedings of all business meetings, issue and receive all letters of recommendation and transfer, keep an accurate roll of all members in duplicate, one set being on cards for this purpose shall be maintained in the church office or library, and shall make monthly reports to the church at its regular business meetings.

Section 6: Treasurer

The treasurer and assistant shall be elected annually at the July business meeting. He shall receive and disburse all monies belonging to the church. The treasurer shall be bonded, and the church shall furnish the bond. He shall keep an accurate record of all money received and disbursed and make a regular monthly report of them to the church at its regular business meeting. He shall enter all gifts, tithes, and offerings on the individual donor's records, if the individual's use the record system of giving. (Certain of these duties may be performed by the church secretary as authorized by the church if the church at some later date employs a church secretary.) He shall preserve all such records for the church to the expiration of the statutes of limitations as required by law. The church may have an audit made of his books, records and accounts at any time. The bonding procedure shall begin when new officers start their service beginning in October 1975.

Section 7: Custodian

A custodian shall be employed by the church, which will be responsible for the orderliness, cleanliness, appearance, and comfort of the property of this church. The custodian shall be employed by action of the church and at least two (2) weeks notice shall be given the church at the time of the custodian's resignation; however, this two weeks may be waived by mutual consent of both the church and custodian. A complete job description shall be drawn up and shall become a part of these by-laws after the job description has been adopted by the church. The job description shall become section 8.

Section 8: Custodian Job Description

Section 9: Church Music Program

There shall be a church music program under the direction of the music director. The music director shall be elected at the July business meeting of the church each year, also an assistant shall be elected at the same time. Unless the church should go to a Minister of Music type of music program, if this should be done then he shall be called in the same manner as the pastor using the same methods as for calling a pastor, and a complete job description shall be drawn up and after adoption by the church it shall become a part of these by-laws known as section 10. The music director shall assume the responsibility of leading the singing in the Sunday School, Training Union, all regular worship services, and all special services of the church (unless planned otherwise or he is unable to sing because of circumstances beyond his control). The music director shall have complete charge of all music, specials, type of music sung and music programs etc. The church may feel free to use others in revival efforts etc.

Section 10: Minister of Music Job Description

Section 11: Musicians

The church shall elect a Pianist and assistant also an Organist and assistant each year in the July business meeting. The Pianist and Organist shall have the responsibility of playing the instruments in the regular worship services Sunday morning, Sunday evening and Wednesday night services, and all special services (unless planned otherwise, or they are unable to play because of circumstances beyond their control). The Pianist and Organist shall meet with the choir or choirs for practice and shall co-operate with the pastor, music director, and other leaders in the entire Ministry of Music.

However the church may feel free to use others in special services such as revivals etc. The church shall also elect both Pianist and organist and assistants for Sunday School and Training Union at the July business meeting.

Section 12: Trustees

The committee of trustees shall consist of the members chosen and elected by the church. The length of service shall be until they become inactive or deceased or shall be released of their responsibilities by action of the church. They will hold in trust the property of the church. They shall have no power to buy, sell, mortgage, lease or transfer any property without a specific vote of the church authorizing such action. They shall be responsible for safe-guarding the church in matters of insurance. They shall have charge of the administration and upkeep of the grounds and buildings of the church including the pastorium. It shall be the function of the trustees to affix their signatures on legal documents where the signature of trustees is required. The trustees shall have available fifty (\$50.00) dollars to spend at any-one time on repairs and upkeep of the church property with no prior approval of the church, also in case of an emergency such as flood waters, fire, windstorm, roof, air-conditioning and heating etc. and no business meeting can be held before such repairs need to be made the trustees shall have the authority to have such damage repaired or whatever is necessary to correct the condition that exists without prior church approval.

Section 13: Flower Secretary

The flower secretary shall provide flower arrangements for the church services when so directed by vote of the church. The flower secretary shall be responsible for providing flowers in case of death of any member of this church and their immediate family members. The immediate family members shall consist of Mother, Father, Husband, Wife, Son, or Daughter. The price of the floral arrangements shall be set by action of the church. The flower secretary shall be elected each year and shall be nominated by the nominating committee for general officers, and shall be elected in the July business meeting.

Section 14: Nominating Committee

The Nominating Committee shall consist of three (3) men nominated and elected by action of the church in the June business meeting each year and shall bring recommendations to the church for all general officers including messengers to the annual Association at the July business meeting. The nominating committee coordinates the staffing of all church leadership positions that are filled by volunteers. The nominating committee recommends persons for all volunteer positions to be elected by the church. However, the church has the right to make additional nominations from the floor in business meeting for any of the general officers. The nominating committee shall contact each nominee before his or her name shall be presented to the church to see if they will accept the position they are being recommended for. The nominating committee shall serve until a new committee is elected the following June.

Section 15: Church Staff

This church shall call or employ such staff members as the church shall see a need for. A job description shall be written when the

need for staff members is determined, and shall become part of these by-laws under the proper section after adoption by action of the church. Vocational staff members other than the pastor are considered to be secretaries, custodians, nursery workers, housekeepers, maintenance men, etc.

ARTICLE IV

PROGRAMS AND ORGANIZATIONS

Section I: General

All organizations shall be under church control and while the church retains full authority for the administration of each one, it shall give the officers of each the responsibility of leadership and unless otherwise instructed, they shall set up and administer a program in each organization. It is understood that the pastor is an ex-officio officer of all the organizations named, and his leadership is to be recognized.

Section II: Sunday School

There shall be a Sunday School, divided into departments and/or classes for all ages and conducted under the direction of a general Sunday school director for the study of God's Word. Sunday School is to be conducted each Sunday morning at the proper time as set by the church. The task of the Sunday School shall be to teach the biblical revelation; lead in reaching all prospects and unsaved for the church; lead all church members in worship, witness, learn, and minister daily; provide and interpret information regarding the work of the church and the denomination.

Section III: Training Program

There shall be a Church Training Program divided into age groups and conducted under the direction of the Church Training Director. The Church Training Program shall meet each week on Sunday evening just before the preaching hour at a time which shall be determined by the church. The task of the Church Training Program shall be to teach christian doctrine, christian history, christian ethics, and church policy and organization, give orientation to new church members; train all church members to worship; witness; learn; and minister daily; to train leaders for the church.

Section IV: Woman's Missionary Union

There shall be a Woman's Missionary Union with such officers and organization as needed. The task of the Woman's Missionary Union shall be to teach missions; lead persons to participate in missions; provide organization and leadership for special mission projects of the church provide and interpret information regarding the missionary work of the church and denomination.

Section V: Brotherhood

There shall be a Brotherhood with such organization as needed. This program shall be directed by the director who shall be elected by the church. The tasks are to teach missions; lead all men and boys to participate in mission activities; provide organization and leadership for special projects of the church; provide and interpret information regarding the missionary work of the church and the denomination.

Section VI: Music Program

There shall be a Church Music Program under the direction of the church music director. Such officers and/or organizations shall be included as needed. The task of the Church Music Program shall be to teach music and lead worship; to provide music and musicians for the congregational services and the organizations of the church; and lead persons to participate in hymn singing.

ARTICLE V

ORDINANCES

Section I: Baptism

A person who receives Jesus Christ as Saviour by personal faith, who professes Him publicly at any worship service, and who indicates a commitment to follow Christ as Lord, shall be received for baptism when received by vote of the church.

1. Baptism shall be by immersion in water.
2. Baptism shall be administered by the pastor of Walnut Grove Baptist Church, or by another ordained pastor or deacon only as authorized by the church.
3. Baptism shall be administered as an act of worship at any of the worship services.
4. A person professing Christ and failing to be baptized after a reasonable length of time, shall be counseled by the pastor and/or deacons. If negative interest is ascertained he shall be deleted from those awaiting baptism, and the name removed from the record books.

Section II: Lord's Supper

The Lord's Supper is a symbolic act of obedience whereby church members through partaking of the bread and fruit of the vine, commemorate the death, burial, and resurrection of Jesus Christ and anticipate His second coming.

1. The Lord's Supper shall be observed quarterly, preferably the third Sunday of the quarter, or as otherwise scheduled.
2. The pastor and deacons shall be responsible for the administration of the Lord's Supper.
3. The deacons shall rotate in being responsible for the physical preparations of the Lord's Supper.
4. This church interprets the fruit of the vine to be grape juice and as such shall be the element used in the Lord's Supper.
5. The Lord's Supper shall be observed on a rotating basis, first in the Morning Service, then next in the Evening Service, there after it shall rotate.

CHURCH MEETINGS

Section I: Worship Services

The church shall meet regular each Sunday morning and evening for preaching, instruction, evangelism, and for the worship of Almighty God, and on Wednesday evening for prayer and Bible study. These meetings will be open for the entire membership of the church and for all people and shall be conducted under the direction of the pastor.

Section II: Regular Business Meeting

The regular business meeting shall be held monthly on a designated Wednesday night. Any and all matters of business may be tended to at these regular business meetings as long as it is consistent with this constitution and by-laws. At all regular business meetings the members present shall transact business provided it is well known by the members that such a date and time is the regular business meeting of the church.

Any question or situation that may arise that is not provided for in this constitution and by-laws shall be settled by a majority vote of the members present and voting either for or against such questions or situations, however no motion or resolution shall be passed by this church which will conflict with this constitution and by-laws. All male members present shall have the right to move motions, second and discuss same when church is in conference, however, each member present shall have voting privileges on all matters to come before the church.

No motion will be considered after a lapse of three (3) minutes if no second is received, it will be considered failed for lack of a second. No person shall speak more than two (2) times for or against any motion without special permission being granted by vote of the body. Should there arise any unusual circumstances that would make it impossible or impractical to meet on the Wednesday night of the Regular business meeting, such as revivals, extreme weather conditions or other emergencies then the deacons shall have the authority to postpone to a more convenient date the regular business meeting, at least three (3) deacons and the pastor shall agree on the postponement.

Section III: Special Business Meetings

A specially called business meeting may be held to consider special matters of business that are significant nature, however, it shall require the pastor and at least three (3) deacons to agree as to the need of a specially called business meeting, then it must be announced in two (2) regular scheduled services, this shall include Wednesday evening services as well as Sunday services. The purpose and intent of the specially called meeting shall be stated by both announcements and these items are all that can be discussed at this meeting all other items of business would be automatically out of order.

A majority of deacons agreeing shall also be able to call a special business meeting with the same conditions applying, without approval of the pastor.

Matters that do not conflict with this constitution and by-laws can be considered in the special business meeting.

No action of this church taken in regular or special business meetings may be rescinded without at least one month's notice of intention to move to rescind that particular action.

Section IV: Quorum

The quorum shall consist of those members present and voting, provided it is a regular meeting or a special business meeting that has been properly called.

Section V: Parliamentary Rules

The current edition of Robert's Rules of Order is the authority for parliamentary rules of procedure for all business meetings of the church, providing no part conflicts with any part of this constitution and by-laws.

ARTICLE VI

GENERAL INFORMATION

Section I: Use of Church Buildings

The church property and buildings shall be for the purpose of public worship of God, and all use of the buildings shall be under direct control of the church, no individual shall use or offer for use the church for any special use or services such as Singings, Speakings, Benefits, etc. without having prior approval of the church. In all cases the meetings or programs shall be under direct control of this church.

Section II: Special Offerings

This church shall receive two (2) special offerings each year, those being Mother's Day Offering for the Hospital Charity Fund, and a Sunday near Thanksgiving for the Children's Homes. These shall be in the form of all monies coming thru the Sunday School offerings on those Sundays and shall constitute the entire special offerings. Any special offering other than these must first have the approval of the church.

Section III: Special Money Raising

No organization or auxiliary of this church shall raise money for any purpose by Cake Sales, Cake Bakes, Rummage Sales, Bingo Games, etc. as this is not in keeping with the Baptist Faith and Practices and contrary to biblical teachings.

Section IV: Special Days

Observances of special days and occasions shall be by vote of the church.

Section V: Manner of Dress

In the manner of Christian decorum for dress in the public worship of God, or in all Organizational meetings of this church shall be proper.

Section VI: Committees

Any special committee may be elected as the church sees need of.

Section VII: Book Studies

This church shall have a book study at least once a year, known as January Bible Study at a convenient time. Others may be scheduled if deemed by the church to be needed.

Section VIII: Appointment of Committees

All special committees shall be elected by the church.

Section IX: Revivals

The church shall have at least two (2) revivals each year, one in the spring the other in the late summer at a date to be set. The pastor shall appoint a committee of three (3) men to help in selecting the revival helpers for both revivals. The revival expenses for the spring revival shall be by special offerings. The expenses for the fall or late summer revival shall come from the regular treasurer, in the amount already set by the church, with the exception that on the last night of the revival an offering shall be received for the musicians and daytime song leader, it shall be divided three ways.

Section X: Membership of Pastor on Committees

The pastor shall automatically be an ex-officio member of all Organizations and committees of this church. This is to be interpreted to mean all regular standing committees as well as special committees.

Section XI: Additions to the Constitution and By-laws

At any time the church sees a need for additions to these by-laws or constitution they shall become a part of this after they have been presented to the church in the proper manner and have been adopted by the church in a majority vote.

ARTICLE VII

ENACTMENT

The provisions of this constitution and by-laws will become effective the date of approval.

Adoption of this constitution and by-laws shall be by an affirmative vote of three-fourths (3/4) of the members present and voting at the business meeting of this church to which this constitution and by-laws are proposed for adoption.

Upon adoption of this constitution and by-laws, all previously adopted policies and procedures in conflict are repealed.

AMENDMENTS

Section I: Amending

Changes in this constitution and by-laws may be made at any regular business meeting of the church, provided such amendments will have been presented in writing at a previous meeting, and copies of the proposed amendment are furnished to each member present. There shall be a three-fourths ($3/4$) vote majority of the members present and voting for amendments to this constitution and by-laws.

Adopted Date 7-16-75

Members voting Against 0

Members voting For 29

James D. Lovett

Moderator

Gilbert D. Low

Church Clerk

Job Description
for
Housekeepers

The church shall be responsible to the custodian in the following manner:

1. The church shall pay an adequate salary as set by the church for the work performed.
2. The church shall furnish supplies as needed and necessary for the cleaning and keeping the church in a clean and orderly manner.
3. The church shall give the custodian the authority to purchase necessary supplies for effectively carrying out his or her job.
4. The church shall employ the housekeeper or custodian on a yearly basis, to be hired at the July business meeting, at the same time that all general officers are elected.

The Custodians responsibilities to the church shall be as follows:

1. Shall clean church buildings weekly, preferable on Friday or Saturday in order to be presentable and comfortable for worship on Sunday, and shall include vacuuming carpets, cleaning all floors, dusting pews, windows, pulpit furniture, chairs, musical instruments, rest rooms etc.
2. Shall make sure soap, towels and tissues are in rest rooms at all times.
3. Clean and prepare buildings for all special services such as revivals, associational meetings, funerals, weddings, etc.
4. Shall maintain heating and cooling at a comfortable degree, preferable 68% to 72% in winter and 78% degrees in summer.
5. Shall mow and trim lawns, this includes church, school house and lawn below parking lot to the creek.
6. Shall wax floors and clean windows when necessary.
7. Shall do minor repairs such as change light bulbs, fuses, filters, etc.
8. Shall trim all shrubery when it becomes necessary.
9. Shall keep all walkways clean for worship services, this shall include snow and ice in the winter.
10. Shall turn on all lights, air conditioners, water, amplifiers, and unlock office before each service. Also shall shut off all of these after Sunday night and Wednesday night services.
11. Shall keep all supplies and extra materials in as appropriate storage area.
12. Shall be responsible for filling, heating and draining baptistery.

Job Discription
for
Pastor

The pastors responsibilities to the church shall be as follows:

1. He shall be the Minister of the church in all programs and organization of the church.
2. He shall endeavor to lead the congregation into a deeper spiritual life, by example and teachings.
3. He shall plan and promote programs for the upbuilding of the church and the glory of God.
4. He shall keep himself informed on all aspects of demoninational life and interpret the same to the congregation.
5. He shall attend all associational meetings unless providentially hindered.
6. He shall encourage the financial stewardship of the individual members, and the church towards all missionary causes.
7. He shall be available at least six days a week for pastoral duties, with one day a week to be free to do as he wishes.
8. He shall practice an acceptable code of ministerial ethics.
9. He shall follow a schedule which allows ample time for study.
10. He shall be available when called upon for pastoral counseling and help to those seeking the services of a minister.
11. He shall minister not only to those of the church congregation but also to those of the community, and surrounding area in keeping with the Great Commission.
12. He shall be available for weddings, funerals, etc. in keeping with the accepted practices of our faith.
13. He shall attend conventions, assemblies, etc. when at all possible.
14. He shall visit in a pastoral way those of the membership, especially those that are sick, those in the hospitals, those that are prospective members, paying much attention to those that are lost and in need of Salvation.